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Oak Park Elementary School District 97
Gift Acceptance Form

BUSINESS OFFICE

Date 2/28/17

Donation to School/Location

Mann School

Detailed description of the gift

Raised flower beds

Estimated/actual gift value

\$1,200

Intended use

enhance current garden

How will the gift benefit the district?

- ☐ Professional Development or Staff Training
☒ Installation and/or construction work
☐ Coordination of scheduling work
☐ District and/or school computer network

- ☐ Equity across all schools
☐ District-curriculum
☐ Ongoing maintenance/replacement
☐ Hiring Staff ☐ Other

Outside vendor required Yes ☒

No ☐

District performing the work Yes ☐

No ☒

Donation Timeline

one day

Principal/Administrator Signature

2/24/17
Date

For Internal Use Only

Superintendent Approval

Yes ☐

No ☐

Board Approval Needed

Yes ☐

No ☐

Work Session Agenda Date

Board Approval Date

Donor Notification

Administrator Signature

Date



LANDSCAPE PROFESSIONALS

Mann School
813 Forest
Oak Park, IL 60302

January 24, 2017

Bed preparation, fill planters

Corner of Kenilworth and Division

Remove the grass area between the curved bed and the existing bed. Prepare the area by rototilling. The area is approximately 400 square feet.

<u>Quantity</u>	<u>Units</u>	<u>Description</u>
2.5	cuyd	Debris, Soil and Sod
1	ea	Labor charge

Subtotal: \$349.55

Initials: _____

Edible Garden area

Strip out the grass in the area on the south side of the edible garden. The area is approximately 216 square feet. A narrow strip shall be left along the sidewalk.

<u>Quantity</u>	<u>Units</u>	<u>Description</u>
1.75	cuyd	Debris, Soil and Sod
1	ea	Labor charge

Subtotal: \$220.78

Initials: _____

Fill raised beds

Deliver the following materials to the area for volunteers to install.

2.4 yards topsoil
1.2 yards of compost
.4 cubic yards of potting soil

<u>Quantity</u>	<u>Units</u>	<u>Description</u>
2	each	Delivery
2.4	cuyd	Topsoil Bulk
1.2	cuyd	Compost, Blended Mix
7	bag	Potting Soil Dr Earth Organic 1.5 cuft

Subtotal: \$390.02

Initials: _____

Shrub removal

Removal of the two stumps and 1 spirea as well as the two barberry at the corner of kenilworth and Division as discussed.

<u>Quantity</u>	<u>Units</u>	<u>Description</u>
2	cuyd	Debris, Brush and Limbs
1	ea	Labor charge

Subtotal: \$291.99

Initials: _____

ACCEPTED AND AGREED

By: _____

Title: _____

Date _____

ACCEPTED AND AGREED

McAdam Landscaping, Inc.

By: _____

Title: President

Name: W Scott McAdam

Date 01/24/17